

NWS Initiatives for the Future

Coordination Team Charter

Introduction

The National Weather Service Corporate Board charged three Tiger Teams to develop plans for potential changes in NWS: Operations Concept, Aviation Services, and Information Technology Consolidation. These Tiger Teams provided draft reports on December 16, 2005, and efforts are underway to finalize these reports. As NWS moves forward into implementation, coordination of many follow-on activities is essential. This document charges a Coordination Team to carry out these coordination activities.

Vision

NWS organizes efforts to improve NWS operations into a coordinated program reflected in all NWS and NOAA program plans, supported by the NWS budget, and clearly articulated to all parties who are affected by changes in NWS operations.

Fundamental Guiding Principles

In addition to the fundamental guiding principles which were given to the Tiger Teams, namely:

- No reduction in services (quality, quantity, timeliness, accuracy) and
- Retain 122 WFOs,

the following are guiding principles for the effort required to integrate the Tiger Team's results into an integrated plan:

- NWS will demonstrate operability, performance, effectiveness and efficiency before committing to changes;
- All organizational components of NWS (i.e. Headquarters (Regional and National) as well as field structure) will eventually be examined;
- NWS will conduct all activities in an open and public manner, keeping parent organizations, Congress, partners, and stakeholders (including our own workforce and the union which represents them) fully apprised; and
- As we pursue these strategic initiatives, everyone currently employed by NWS will continue to have a job as long as they want one and can do the work.

Charge

The Coordination Team is responsible for the following:

- Develop and maintain a top level schedule showing the relationships between key planning and implementation steps and identifying key decision points which will assure appropriate oversight and clearance.
- Develop and maintain an overall program development plan which will serve as the basic guide for all activities contributing to the overall initiative. Publish a strategic summary of this plan to serve as the basic information source for external and internal stakeholders.
- Develop and maintain an Outreach/Inreach Plan describing communication of essential messages to the various audiences (Administration, Congress, partners,

- stakeholders, public, workforce, etc.). Develop messages and tools supporting this plan.
- Develop and maintain a document tree describing key documents, when they are needed, and who is responsible for them.
- Communicate with key stakeholder groups both directly (primarily at the national level) and indirectly by providing appropriate tools for use by NWS/NOAA officials.
- Identify, initiate, and support external review activities essential to overall plan acceptance by stakeholders.

Approach

- Use existing NWS planning and management structures to accomplish most of the work including PPBES, the NWS Corporate Board and its subcommittees, and ad hoc teams such as the three Tiger Teams.
- Operate as a small team in NWS headquarters which maintains close contact with these existing NWS planning and management structures.
- Include participation by the NWS Employee Organization to assure NWSEO is fully aware of all team activities. However, this does not supplant any provisions of the Collective Bargaining Agreement.

Team Composition

The following will serve in a near-full-time capacity:

- Leadership: Deputy Assistant Administrator for Weather Services (John Jones), Director of Strategic Planning and Policy Office (Ed Johnson), and Director of Office of Climate, Water, and Weather Services (Dennis McCarthy) will provide executive leadership for the team.
- John Sokich: Focal point for developing staffing model. Contact with proof of concept, prototyping and operational demonstration activities.
- Nick Scheller: Focal point for top level schedule, document tree, and external review/reporting activities. Contact with NWS and NOAA program managers and Goal Teams within PPBES structure.
- Communications Office Director: Focal point for communications including Outreach/Inreach Plan.
- Contractor (TBD): Supports scheduling and reporting activities.

In addition, the following will support the team as liaisons to the identified groups / activities and will participate as full team members as appropriate:

- Dan Sobien: NWSEO President – serves as liaison to NWSEO.
- Don Jiron: Liaison to NWS budget formulation and finance.
- Jason Tuell: Liaison to NWS science and technology planning functions.

Authorities

The Team has the authority to develop the assigned plans and documents in accord with their charge and to communicate with external and internal groups to carry out their charge. However, approval of team products is subject to existing control structures in NWS and NOAA, including executive leadership oversight and clearance (e.g. by NWS Corporate Board subcommittees).